

HESSLE TOWN COUNCIL
Events and Communications Committee
Wednesday 1st May 2024, 7.30pm
Large Front Room
Town Hall, South Lane, Hessle

Minutes

Members present: Councillors R Harrison (Vice-Chair), H Hogan, and Davison
Advisory Members (Non-voting) present: Mrs K Weaver (Hessle First), & Mr John Wilding
Also present: S Rowland (HTC Town Centre & Events Officer)
Apologies: Cllrs P Hardy, S Keillor & C Walker, Mrs M Edwards and Mr P Withers
Clerk: Joanna Render

134561 DECLARATION OF INTEREST: The Chairman read out the following:-

Members must declare their pecuniary or non-pecuniary interests in items at this meeting- other than personal and prejudicial interests – and ensure that they act appropriately.

None received.

134562 MINUTES OF THE PREVIOUS MEETING: To confirm as a correct record the minutes of the meeting held on the 6th March 2024 and authorise the Chairman to sign.

(Hogan/Davison)

Resolved - The minutes of the meeting held on the 6th March 2024 were confirmed as correct record and the Chair was authorised to sign them.

134563 CHAIRMAN'S COMMUNICATIONS: To receive such communications as the Chairman may wish to put before the committee.

None received.

134564 INCOME & EXPENDITURE: To note the Income and Expenditure as at 31st March 2024.

(Harrison/Hogan)

Resolved - The Income & Expenditure to 31st March 2024 was noted.

134565 UP TO DATE LIST OF EVENTS AT THE TOWN HALL: List suspended due to building works. Noted.

134566 EVENTS

a) 80th Anniversary of D-Day – 6th June 2024

i)The Clerk provided an update on the event arrangements so far - Applications have been made through ERYC to close some parking bays and the first car park along Cliff Road - the cost of this will be £125. Permission has been granted by ERYC to use the grassed area on which the Beacon stands. Unfortunately, no luck booking a Fish & Chip van for the event – they only attend organised parties with exact numbers known. A hot drinks vendor will be in attendance. The committee agreed that as the event was only for a couple of hours there was no need for a hot food stall. It was suggested that RBL / Hull4Heroes may wish to have a 'Bake sale' stall. – the Clerk will make enquiries. The Sea Cadets and Trinity house have accepted the invitation to attend the event. Rev Turner will give a reading. The company have been instructed on lighting the Beacon, Mr Billany will organise the wood and Lighting & Signs have agreed to load the Beacon. ERYC have confirmed they will keep the Mill toilets open until 10pm, and the ERYC refuse department have also been advised of the event. The Clerk advised

that she has made a successful grant application through Visit East Riding of £500 and has applied for a further £500 grant through the D Day 80 Community Fund. Updates noted.

ii)Entertainment - Cllr Hogan advised that she is putting together a choir – and has 12 people at present and a few songs in mind, these are to be confirmed. Sheets will be printed with the words on to hand so the spectators can join in. S Rowland suggested that they could also be put on social media using a QR code link. Cllr Hogan advised that she has had no luck with a band. The clerk will make enquiries through the Bugler, who has confirmed his attendance at the event. Update noted.

iii)Staging blocks/sound requirements. The Clerk advised that the Town Crier was able to supply a portable/battery powered microphone and amp for the event. It was agreed that there was no need for staging blocks. Noted.

iv)Letter drop to residents – the Clerk advised that information letters to residents in the Cliff Road / Foreshore area have been delivered in the past. Cllrs Hogan and Harrison will co-ordinate and deliver. Noted.

v)Committee to consider advertising of the event. e.g. press release / poster – the clerk has prepared a poster- shown to members. A discussion took place on the start time, and all agreed that this should be changed to 8pm. S Rowland will update the poster and draft a press release. Noted.

vi)Committee to note that the event has been advertised on the VEY website. Noted.

vii)Pendant Flags, Cliff Road -The committee agreed that they should be erected as soon as they are ready. The Clerk will contact Hi-Fliers.

viii)Invited guests – the clerk advised that she has drafted an invitation and will send to the usual dignitaries. Noted.

ix)Committee to consider the quote for the provision of first aid at the event.

(Harrison/Hogan)

Resolved - The quote for the provision of 2x first aiders of £175 was accepted.

x)Committee to consider the quote for the provision of 2 x portable toilets for the event.

The committee discussed the need for additional toilets and agreed that as there was already provision on site and ERYC have agreed to keep them open for the event there was no need for additional toilets.

(Harrison/Hogan)

Resolved- Due to the provision on site of public toilets and that ERYC have agreed to keep these open it was agreed that there was no requirement for additional toilets.

xi)Committee to consider the quote for the provision/ installation and removal of barriers, road cones and signage for the event.

(Harrison/Hogan)

Resolved - The quote for the provision/ installation and removal of barriers, cones and signage for the event of £595.

xii)Committee to consider the quote for the provision of marshalling for the event.

(Harrison/Davison)

Resolved – The quote of £595.20 for the provision of 8 x marshalls for the event was agreed.

xiii)Committee to note that Mr Free has advised that he has been unable to establish any Hessle residents who lost their lives at the D Day landing. However, Committee to consider the email and information provided by Mr M Free in relation to HMS Mourne, and whether they wish to include in the programme for the evening. The committee discussed this and thought the diary extract of a survivor on HMS Mourne, which was destroyed after D Day and had one Hessle resident on board, who sadly lost his life would be a suitable addition and to be included in the programme. Noted.

xiv)Committee to consider if they wish a Pier to attend the event? The Committee agreed that the inclusion of a Piper would only add to the event. The Clerk will invite him to attend.

xv)Committee to consider the programme prepared by Michael Wood, the East Riding of Yorkshire Town Crier. The committee agreed that this was an excellent start and could be added to include other songs, timings and activities. Noted.

b) Humber Bridge Soapbox Derby – 15th June 2024

i)Mr Withers /Clerk to provide any updates from Hull4Heroes.

The Clerk advised that she has received an update from Hull4Heroes – there are 14 teams confirmed, with 6 still to confirm. 7 Food and 13 craft stalls, and some children’s rides, all suppliers confirmed, just awaiting quotes for the PA and large TV screen. The clerk advised that a volunteer request has been sent to all Councillors – 2 have confirmed, any other volunteers to the Clerk. Update noted.

c) Christmas Lights Switch-On – 29th November 2024

i)Committee to consider the resident survey to be issued by the end of May. S Rowland to speak further to this item. S Rowland introduced herself as the new Town Centre and Events Officer for the Town Council. She explained that she wanted to issue a survey to residents/ businesses to establish experiences and future expectations for the event and to improve the range of events delivered by the Council. The survey would primarily be available on- line, but paper copies would also be available. She is also meeting with a consultation team from ERYC to see if they are able to assist.

(Harrison/Hogan)

Resolved- Committee agreed to the content of the survey and for it to be issued to residents / businesses.

134567 WWII COMMEMORATE SIGNAGE HESSLE RAILWAY STATION– Mr Withers to provide further information.

Mr Withers was not present at the meeting and the Clerk had no further updates.

134568 HESSLE FEAST – Sunday 14th July 2024

i)14th July 2024 – Committee to agree the request from the organisers to use Tower Hill Memorial Park – the clerk has requested- the event plan, insurances, risk assessments and undertaking from the organisers that all stalls/rides have relevant insurances/ risk assessments in place.

(Harrison/Hogan)

Resolved – To grant permission for Hessle Feast organisers to use Tower Hill Memorial park as part of the event. All paperwork as requested by the Assistant Town clerk must be provided.

134569 TOWN CENTRE & EVENTS OFFICER – S Rowland to provide an overview on her new role and to present the document for the consideration of the committee.

S Rowland went through her proposal document, outlining the areas of focus - to engage with the community, increase local and tourist footfall and raise awareness of Hessle. She went through the events/ activities she would like to progress.

Market – she has spoken with a market provider and is investigating suitable sites.

Heritage Event – she would like to celebrate the re-opening of the Town Hall and showcase the history of Hessle by collaborating with the History Society and other community groups.

Playday – To provide a family fun day that highlights local play opportunities for children. She will liaise with local play groups to establish the best day and location – although she would like to use Tower Hill Park.

Sarah also gave an update on her work so far to encourage local businesses to be part of Hessle First, she plans to hold a couple of meetings and invite business owners to this – including a rep from Hessle First and the Local Growth team at ERYC.

The committee thanked her for her presentation and expressed how impressed they are with the positive work so far and are happy for her to continue with the projects as outlined in her proposal and will await updates at future meetings Noted.

(Harrison/Davison)

Resolved – That S Rowland should continue with the projects as outlined in her proposal, bringing updates to future meetings.

134570 CHILDREN'S TRAIL – 2024 – Committee to consider the initial proposal for a children's trail around Hessle. S Rowland explained that this formed part of her larger proposal document, and that Cllr Langdale had also suggested a trail for the summer. Both ideas were presented to the committee and a discussion was held. It was agreed to accept the more simplistic version of the trail, as this format has been used successfully in other areas and is not reliant on the shops being open in order to take part, and therefore can be done at any time of the day / week, allowing more flexibility for parents/carers to take part. All agreed that it was important that any trail needed to be as inclusive as possible. It was agreed that the event should take place over the whole of the summer holidays.

(Harrison/Hogan)

Resolved - To accept the simpler version of the trail, as this format has been tested in other areas and works well and is not reliant on the shops being open in order to take part, therefore, can be done at any time of the day / week, allowing more flexibility for parents/carers to take part. All agreed that it was important that any trail needed to be as inclusive as possible. It was agreed that the event should take place over the whole of the summer holidays. S Rowland to continue with the planning of the event and update at future meetings.

134571 HESSLE SCARECROW HUNT – 1st July 2024 – Committee to consider a request from Cllr Langdale for funding support towards the advertising of a Scarecrow Hunt. Clerk to provide estimated costings based on previous events.

This event was discussed, and it was agreed that as the Children's Trail is planned for the summer holidays, another event would be better later in the year sometime around Halloween, and not necessarily a Scarecrow Hunt.

(Harrison/Hogan)

Resolved – Not to support a Scarecrow Hunt during the summer due to the Children's Trail. The Committee will consider a request to support an event later in the year – to coincide with Halloween and half term.

134572 COLOUR RUN - Committee to consider the email from Cllr Langdale to hold a Colour Run on KGV Playing field. The committee requested a more detailed proposal from Cllr Langdale(to include location, costings and organisational requirements) prior to any further consideration.

(Harrison/Hogan)

Resolved – To request that Cllr Langdale provide a more detailed proposal -to include location, costings and organisational requirements prior to any further consideration.

134573 PRESTONGATE IN COLOUR - Committee to consider the suggestion from Cllr Langdale for an umbrella installation along Prestongate. The Committee discussed this suggestion and agreed that due to issues with large vehicles this may not be practical. A Number of years ago it was suggested that the flag poles outside of shops be reinstated, this idea was discussed. Permissions both from the owners of the properties and ERYC would need to be obtained, along with costings of purchase and maintenance of the poles. This could perhaps be looked at as a larger project. Noted.

The Communications meeting will now commence. Advisory members are welcome to stay if they wish.

134574 INCOME AND EXPENDITURE: Committee to note the Communications (Newsletter/ Website/ Noticeboards) Income & Expenditure to 31st March 2024
(Harrison/Hogan)

Resolved – The Communication (Newsletter/Website/Noticeboards) Income & Expenditure to 31st March 2024 was noted.

134575 NOTICEBOARDS – Tranby Fields Development – Committee to note that the Clerk has written to the developer requesting permission to install a noticeboard on the site. No further updates. Update noted.

134576 'HESSLE TOWN' – Issue 115 – May 2024

The Clerk advised that the latest issue of the newsletter has been printed and is now with the delivery company. Delivery will take place throughout May. Update Noted.

134577 WEBSITE - No updates. Noted.